



DELAWARE STATE UNIVERSITY

OFFICE OF PLANNING & CONSTRUCTION

1200 N. DuPont Highway
Dover, Delaware 19901-2277

Addendum #01

Date: May 8, 2018

Project: University Village & University Courtyard Apartment Turnover Painting Services

Contract: FD-18-001

The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Acknowledge receipt of addendum on the bid form as indicated.

Clarifications:

1. Please see revised dates below

Summary of Events and Dates:

| | |
|---------------|---|
| May 03, 2018 | Mandatory Site Visit at Facilities Management Building (1:00PM EST) |
| May 18, 2018 | Deadline for Questions (4:00PM EST) |
| May 22, 2018 | Posting of Answers to Contractor Questions/Final Addendum |
| May 22, 2018 | Final Date for Bid Extension |
| May 25, 2018 | Proposals Due (3:00 PM EST) |
| May 29, 2018 | Contractor Selection Date |
| June 4, 2018 | Anticipated Start of Construction Date (subject to change) |
| June 18, 2018 | Latest Date for Contract Award |

Changes to Specifications:

2. N/A

Changes to Drawings:

1. Drawings will be issued via addendum # 2

General Information:

1. Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid. **See attached.**
2. Pre-Bid Meeting Minutes: These minutes are now integral to the bidding documents. **See attached.**

Questions and Answers:

1. **Question:**
Answer:

END

Main Campus
1200 North Dupont Highway
Dover, Delaware 19901
Phone: (302) 857-6232

Project: FD-18-001 - University Village and Courtyard Apartment Painting Services

Pre-bid Meeting Minutes

MEETING DATE: 05/03/2018 **MEETING TIME:** 1:00 PM - 2:00 PM Eastern Time (US & Canada)

MEETING LOCATION: Facilities Management Building

OVERVIEW:

The pre-bid meeting serves the purpose to introduce the project to the prospective bidders, identify key components of the contract, and to discuss the bidding processes and procedures.

NOTES:

ATTACHMENTS:

ATTENDEES:

| Name | Company | Phone Number | Email | Attendance |
|----------------|---------------------------|---------------------|--------------------|------------|
| J. D. Bartlett | Delaware State University | Tel: (302) 857-7144 | jbartlett@desu.edu | |
| James Hayman | Delaware State University | Tel: (302) 857-6232 | jhayman@desu.edu | |
| Khalid Zerrad | Delaware State University | Tel: (302) 857-7085 | kzerrad@desu.edu | |

Attendee Sign-In

| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
|---|----------------|---------------|------------|----------|----------|--------|
| 1.1 | 1 | Sign-In Sheet | | | | Open |
| <p>Description: Pre-bid meeting is mandatory. Sign-in sheet was circulated. All attendees are required to be signed in to validate attendance. Sign-in sheet will be distributed via addendum.</p> | | | | | | |

Responsible Parties

| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
|---|----------------|----------------------|------------|----------|----------|--------|
| 2.1 | 1 | Procurement Contacts | | | | Open |
| <p>Description:</p> <ol style="list-style-type: none"> 1. DSU: Zafar Chaudhry, Contract Coordinator 2. DSU: J.D. Bartlett, AVP of Capital Planning & Environmental Sustainability 3. DSU: James Hayman, Construction Project Manager 4. A/E of Record: N/A | | | | | | |

Project Explanation

| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
|----|----------------|-------|------------|----------|----------|--------|
|----|----------------|-------|------------|----------|----------|--------|

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Main Campus if there are any discrepancies or questions with the content of these minutes.

| | | | | | | |
|--|---|-------------------------|--|--|--|------|
| 3.1 | 1 | Bid Advertisement | | | | Open |
| Description: As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at http://bids.delaware.gov/bids_detail.asp?i=5033&DOT=N . Please contact ConstructionBid@desu.edu with any questions or concerns with obtaining bid documents. | | | | | | |
| 3.2 | 1 | | | | | Open |
| Description: Contractor shall be responsible to relocate all the furnishings in the suites to common areas to perform the work. Contractor shall move all furnishings back to its original location. | | | | | | |
| 3.3 | 1 | Construction Sequencing | | | | Open |
| Description: Fall Semester Apartment Turnovers: Wave 1 - Graduation Vacancies 1. Start of Construction: June 1, 2018 2. Completion Date: July 31, 2018 Wave 2 - Lease Termination Vacancies 1. Start of Construction: July 9, 2018 2. Completion Date: August 15, 2018 Wave 3 - Purged Student Vacancies 1. Start of Construction: August 15, 2018 2. Completion Date: September 7, 2018 Spring Semester Apartment Turnovers: Wave 1 - Graduation Vacancies 1. Start of Construction: December 17, 2018 2. Completion Date: January 4, 2019 Wave 2 - Purged Student Vacancies 1. Start of Construction: January 4, 2019 2. Completion Date: January 18, 2019 | | | | | | |

| Project Requirements | | | | | | |
|--|----------------|-----------------------------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
| 4.1 | 1 | Bidding Laws | | | | Open |
| Description: This project shall comply with all applicable State bid laws including, but is not limited to requirements for Bid Bonds, Payment Bonds, and Performance Bonds. | | | | | | |
| 4.2 | 1 | Prevailing Wage Regulations | | | | Open |
| Description: The State of Delaware Prevailing Wage Regulations apply to this project. Refer to the project manual for further information. | | | | | | |

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| Bid Form Review | | | | | | |
|--|----------------|------------------------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
| 5.1 | 1 | Bid Form | | | | Open |
| Description: <ul style="list-style-type: none"> The Bid Form was briefly outlined. It is essential that bid be submitted in its entirety including required forms & attachments, as indicated in the specifications. Submitted bid shall be lump sum. Submitted bid shall include pricing for each alternate and unit price (if applicable). | | | | | | |
| 5.2 | 1 | List of Subcontractors | | | | Open |
| Description: Subcontractors List section of the bid form shall not be left blank for any reason. Noncompliance may result in a rejection of submitted bid. If bidding contractor is doing the work in the place of a subcontractor, indicate accordingly on said form. The following subcontractor categories have been established and shall be reflected in each bid. (See Bid Form) | | | | | | |

| Bid Submission | | | | | | |
|--|----------------|---------------------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
| 6.1 | 1 | Submission Deadline | | | | Open |
| Description: <ol style="list-style-type: none"> Bids will be accepted until May 25, 2018 no later than 3:00 PM, at the Facilities Management Building in Room 101 of the Delaware State University, Dover Campus. Bids will be publicly opened and read immediately. | | | | | | |

| Document Interpretations and Questions | | | | | | |
|--|----------------|------------------------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
| 7.1 | 1 | Deadline for Questions | | | | Open |
| Description: Submit all requests and questions, in writing via email, no later than May 18, 2018 no later than 4:00 PM EST. | | | | | | |
| 7.2 | 1 | Inquiries | | | | Open |
| Description: All bidding related questions should be submitted in writing to ConstructionBid@desu.edu . Questions, answers to questions, and clarifications will be provided via addendum. | | | | | | |

| Addenda | | | | | | |
|--|----------------|-----------------------------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |
| 8.1 | 1 | Deadline for Final Addendum | | | | Open |
| Description: The final addendum will be issued on, or before May 22, 2018. | | | | | | |

| Questions and Answers | | | | | | |
|-----------------------|----------------|-------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |

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Please contact Main Campus if there are any discrepancies or questions with the content of these minutes.

| General Notes | | | | | | |
|---------------|----------------|-------|------------|----------|----------|--------|
| No | Meeting Origin | Title | Assignment | Due Date | Priority | Status |

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Main Campus if there are any discrepancies or questions with the content of these minutes.

| Attendee | Company Information | Attach Business Card |
|--|--|---|
| Printed Name: <u>PETE GERARDI</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>SHANNON GERARDI</u> | Company: <u>GERARDI CONSTRUCTION INC</u> Email: <u>GERARDICONSTRUCTIONINC@GMAIL.COM</u> Phone: <u>302-745-6252</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| Printed Name: <u>Aftab Cheema</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>AFIAB CHEEMA</u> | Company: <u>C O B General Contractors INC</u> Email: <u>Aftabcheema1@gmail.com</u> Phone: <u>(302) 222-1034</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | <u>Aftabcheema1@gmail.com</u> <u>Aftabcheema2@gmail.com</u> ↓ |
| Printed Name: <u>STUART ANGLIN</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>STUART ANGLIN</u> | Company: <u>ANGLIN CONSTRUCTION</u> Email: <u>STUART@ANGLINCONSTRUCTION.COM</u> Phone: <u>302-834-7044</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |

| Attendee | Company Information | Attach Business Card |
|--|--|----------------------|
| Printed Name: <u>Kyle Anglin</u> Signature: <u></u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>Stuart Anglin</u> | Company: <u>Anglin Construction</u> Email: <u>kanglin@anglinconstruction.com</u> Phone: <u>302-834-7044</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| Printed Name: <u>Scott W. Rea</u> Signature: <u></u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>Stuart Anglin</u> | Company: <u>Asplw Construction</u> Email: <u>Scottyreapainting@gmail.com</u> Phone: <u>443-553-5620</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| Printed Name: <u>James Furlow</u> Signature: <u></u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>James Furlow</u> | Company: <u>From The Ground Up Cons-</u> Email: <u>Fromgroundup2000@gmail.com</u> Phone: <u>302-747-0996</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |